

RFP/RFQ AWARD RECOMMENDATION / INTENT TO AWARD

PROCUREMENT SPECIALIST:

Laurie Platkin

DATE:

01/03/18

RFP / RFQ#:

12043-885

ITEM / SERVICE:

Cemetery Master Plan

Attached is a tabulation for subject items/services requisitioned by the department.

RECOMMENDATION:

A. Which vendor has been recommended?

Keith & Associates, Inc.

B. Does this meet specifications as per the department's request and as advertised?

YES



NO



If NO, is the variance considered:

MINOR



or

MAJOR



Explain:

C. Is the recommendation the highest ranking firm?

YES



NO



SIGNATURE:

Allen Peral
Procurement Manager or designee

Date:

1/4/2018

THIS FORM MUST BE COMPLETED FOR ALL AWARD RECOMMENDATIONS OF \$25,000 AND ABOVE.

Over \$25,000

YES



NO

